

MINUTES
VILLAGE OF LAKEPARK COUNCIL MEETING
3801 LAKE PARK ROAD, LAKE PARK, NC
REGULAR SESSION
7 PM

SEPTEMBER 12, 2017

ATTENDING: Mayor David Cleveland
Council Members: John Barnes, Sandy Coughlin, Pam Jack, James
Record and Fabian Szarko
Finance Officer Cheryl Bennett
Village Administrator Cheri Clark
Attorney Ken Swain

CALL TO ORDER: Mayor David Cleveland called the September 12, 2017 Regular Session Council meeting to order.

INVOCATION: Fabian Szarko gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor David Cleveland led the Pledge of Allegiance.

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MINUTES: Sandy Coughlin made the motion to approve the August 8, 2017 Regular Session Council minutes as presented. James Record seconded the motion. Vote – Unanimous.

CHANGES TO THE AGENDA: John Barnes made the motion to adopt the September 12, 2017 Council Meeting Agenda as presented. Sandy Coughlin seconded the motion. Vote – Unanimous.

SECURITY REPORT: Deputy Rucker shared that there were 71 calls for service in August and 367 self-initiated calls. There were 8 alarm calls, 3 disturbance or nuisance, 1 property damage vandalism mischief, 3 suspicious vehicles, 1 dog complaint, 1 larceny theft and 46 traffic stops.

ALZHEIMER'S AWARENESS PROCLAMATION: Pam Jack read into the minutes the proposed Alzheimer's Awareness Proclamation.



VILLAGE OF LAKE PARK

P.O. Box 219

Lake Park, North Carolina 28079

Office: 704-882-8657

Fax: 704-882-0524

WHEREAS, Alzheimer's disease is a progressive degenerative disease of the brain causing deterioration in memory and thinking, as well as judgment and reasoning ability; it also affects behavior, emotions and the ability to perform self-care; and

WHEREAS, according to the Center for Disease Control and Prevention, Alzheimer's is the sixth leading cause of death for older adults; and

WHEREAS, according to the North Carolina Department of Health and Human Services, Alzheimer's is the 5th leading cause of death of citizens 65 and older; and

WHEREAS, according to the Center for Disease Control and Prevention, approximately 5 million people in the United States are living with Alzheimer's; and

WHEREAS, Alzheimer's is the most common form of dementia; and

WHEREAS, according to the Alzheimer's Reading Room, 1,232 Americans are diagnosed daily and 8,634 Americans are diagnosed weekly with Alzheimer's disease, and by 2050 over 13 million American could have the disease; and

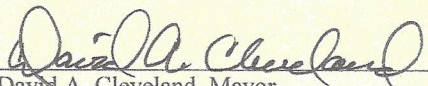
WHEREAS, Alzheimer's disease costs the United States \$100 billion per year in diagnosis, extended care, family caregiver illness and lost wages according to the National Institute on Aging; and

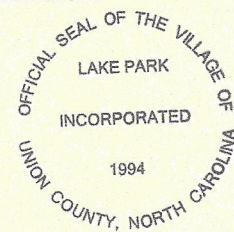
WHEREAS, neither Medicare nor most private health insurance covers the long term services and support most people with dementia need; and

WHEREAS, the Village of Lake Park recognizes individuals, families, friends and caregivers dealing with the devastating effects of Alzheimer's disease, the researchers who are seeking a cause or causes and cure, and the educational programs and support services provided by North Carolina Alzheimer's organizations;

NOW, THEREFORE, I, David A. Cleveland, Mayor of the Village of Lake Park, and the Village Council, do hereby proclaim September 15, 2017, as "ALZHEIMER'S DISEASE AWARENESS DAY" in Lake Park and encourage its observance to all citizens.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this Seal to be affixed this the 12th day of September, 2017.


David A. Cleveland, Mayor



Sandy Coughlin made the motion to approve the Proclamation. Pam Jack seconded the motion. Vote Unanimous.

SALE OF VILLAGE PROPERTY: Mayor David Cleveland shared that the Village has 36 Council Chambers Chairs for sale. In 2009 the Village passed an Ordinance for the disposal of personal property valued at less than \$30,000. The Ordinance gave the Village Clerk the authority to dispose of property that is no longer necessary for the conduct of public business in accordance to the provisions of NCGS: 160A-266(c). John Barnes made the motion to dispose of the 36 folding chairs for \$10 each, with the proceeds going toward the purchase of the new Chamber chairs. James Record seconded the motion. Vote – Unanimous.

The Village has received a request from Bob and Karen Faulkner to purchase .015 acres of Barnett Park. After consulting with Attorney Ken Swain, the Village can sell the property using the Upset Bid Process outlined in NCGS 160A-269.

1. The Village would need to receive an offer to purchase the property.
2. The Village would need to adopt a resolution authorizing the Upset Bid Process.
3. The Council authorizes sale of the property by the Upset Bid Process.
4. The Clerk advertises a notice of the proposed sale.
5. Anyone wishing to upset the offer that has been received shall submit a sealed bid within ten days after the notice of sale is published. At the conclusion of the 10-day, the clerk shall open the bids, if any, and the highest such bid will become the new offer.
6. If a qualifying higher bid is received, the clerk shall cause a new notice of upset bid to be published and the process starts over. If no higher bid is received the final high bid shall be reported to the Council.
7. Council must approve the final offer before the sale is closed, which it will do within 30 days after the final upset bid period has passed.
8. The Village reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.
9. If no qualifying upset bid is received after the initial public notice, the original offer is accepted and the Village officials are authorized to execute the instruments necessary to convey the property.

The Faulkners' s have offered to purchase the property for \$130. In this particular case the Faulkners' s will also need to have Barnett Park surveyed to reflect the change in the park – Parcel 07063371 – 6105 Kenmore Lane. Sandy Coughlin made the motion for preparation of a resolution to begin the upset bidding process pursuant to NCGS 160A-269 for acceptance of an offer to purchase a parcel of 0.015 acres located on or about 6105 Kenmore Lane. James Record seconded the motion. Vote – Unanimous. Ken Swain will prepare the resolution and then email it to Council prior to the October Council meeting.

VOLP FIVE YEAR DEVELOPMENT PLAN: Mayor David Cleveland shared that the Safety Committee next meeting is Thursday, September 21st at 7 pm. At the August meeting, the committee discussed the most prevalent crimes in the Village and lighting issues.

Sandy Coughlin shared that the Communication Committee met on Labor Day and their mission statement is complete. The Communication Committee plans to present their action plan at the October Council meeting. The committee plans to meet on Tuesday, September 26th at 7 pm.

Fabian Szarko shared that the Curb Appeal Committee plans to meet on Tuesday, September 26th at 6:30.

The Animal Control Committee will be meeting again on Thursday, September 21st at 8 pm.

Pam Jack shared that the Perception Committee is meeting on Tuesday, September 19th at 7 pm. The committee is working on its' short term, medium and long range goals.

FINANCE OFFICER'S REPORT: Cheryl Bennett shared that the Village is currently \$100,000 in the red which is not unusual early in the fiscal year. The Village's insurance invoice came in higher than what was budgeted therefore a motion is needed to move \$1,220 from Contingency to Insurance. Fabian Szarko made the motion to move \$1,220 from Contingency to Insurance. Sandy Coughlin seconded the motion. Vote – Unanimous.

	<u>Aug 17</u>	<u>Jul - Aug 17</u>	<u>YTD Budget</u>	<u>% of Budget</u>
General fund				
Income				
Property Taxes				
Ad valorem current year	49,181.80	50,136.19	545,742.00	9%
Utility ad valorem	0.00	0.00	6,307.00	0%
Motor vehicle tax	8,357.06	8,357.06	78,389.00	11%
Ad valorem prior years	540.21	593.59	3,000.00	20%
Prior years motor vehicle tax	0.00	0.00	0.00	0%
Penalties and interest	391.01	507.63	2,500.00	20%
Total Property Taxes	<u>58,470.08</u>	<u>59,594.47</u>	<u>635,938.00</u>	<u>9%</u>
Other Taxes				
Stormwater Fees- current year	4,205.00	4,295.00	42,830.00	10%
Stormwater fees - prior years	60.00	90.00	250.00	36%
Total Other Taxes	<u>4,265.00</u>	<u>4,385.00</u>	<u>43,080.00</u>	<u>10%</u>
State Shared Revenues				
Alcoholic Beverage Tax	0.00	0.00	6,500.00	0%
Sales and use tax	0.00	0.00	187,000.00	0%
Telecom. Sales Tax	0.00	0.00	2,000.00	0%
Elec. Sales Tax	0.00	0.00	100,000.00	0%
Video Prog. Sales Tax	0.00	0.00	20,500.00	0%
Piped Gas Sales Tax	0.00	0.00	7,000.00	0%
Solid Waste Disposal Tax	581.99	581.99	3,300.00	18%

Total State Shared Revenues	581.99	581.99	326,300.00	0%
Parks & Recreation Revenue				
Program Fees	136.00	236.00	1,500.00	16%
Facility Rentals	90.00	325.00	2,500.00	13%
Daily swim fees	4,498.00	11,281.00	12,000.00	94%
Season pass pool fees	0.00	755.00	50,000.00	2%
Total Parks & Recreation Revenue	4,724.00	12,597.00	66,000.00	19%
Other revenues				
Zoning Permits	125.00	506.00	1,000.00	51%
Approp. Fund Bal. Stormwater	0.00	0.00	0.00	0%
Approp. Fund Balance	0.00	0.00	91,521.00	0%
Civil Penalties	10.00	70.00	300.00	23%
Investment revenue	339.42	557.97	1,500.00	37%
Miscellaneous	0.00	0.00	1,000.00	0%
Total Other revenues	474.42	1,133.97	95,321.00	1%
Total Income	68,515.49	78,292.43	1,166,639.00	7%
Gross Profit	68,515.49	78,292.43	1,166,639.00	7%
Expense				
General Government				
Other Expenditures				
Economic Development	58.00	58.00	3,300.00	2%
Contingency	0.00	0.00	20,000.00	0%
Stormwater Expense				
Advertising	0.00	0.00	100.00	0%
Dues and Permits	0.00	0.00	250.00	0%
Prof. Fees - Engineering	1,124.12	2,274.62	14,000.00	16%
Repairs & Maint. Services	1,459.59	1,459.59	28,730.00	5%
Total Stormwater Expense	2,583.71	3,734.21	43,080.00	9%
Total Other Expenditures	2,641.71	3,792.21	66,380.00	6%
Planning and Zoning				
Zoning Admin. Services	1,057.32	2,114.64	12,688.00	17%
Code Enforcement Services	0.00	0.00	600.00	0%
Consulting Fees	0.00	0.00	1,600.00	0%
Legal Services	0.00	0.00	10,000.00	0%
Advertising	0.00	0.00	220.00	0%
Postage	0.00	0.00	80.00	0%
Supplies	0.00	0.00	300.00	0%
Training	0.00	0.00	800.00	0%
Total Planning and Zoning	1,057.32	2,114.64	26,288.00	8%
Gen. Govt. Personal Services				
Adm Assistant	1,309.50	2,056.50	12,600.00	16%
Clerk/Tax Collector	5,618.76	11,237.52	67,425.00	17%

Council	0.00	0.00	12,806.00	0%
Finance Officer	1,455.92	2,911.84	17,471.00	17%
Mayor	0.00	0.00	5,253.00	0%
Payroll Expenses	<u>722.29</u>	<u>1,401.51</u>	<u>9,875.00</u>	<u>14%</u>
Total Gen. Govt. Personal Services	9,106.47	17,607.37	125,430.00	14%
Professional Fees				
Auditing Services	0.00	0.00	4,720.00	0%
Legal Services	<u>0.00</u>	<u>0.00</u>	<u>11,000.00</u>	<u>0%</u>
Total Professional Fees	0.00	0.00	15,720.00	0%
Supplies and Materials				
Office	<u>360.18</u>	<u>410.18</u>	<u>6,000.00</u>	<u>7%</u>
Total Supplies and Materials	360.18	410.18	6,000.00	7%
Services				
Advertising	79.60	79.60	100.00	80%
Membership and dues	444.00	4,851.00	5,200.00	93%
Bank charges	78.06	186.20	950.00	20%
Elections	0.00	0.00	3,500.00	0%
Insurance/bonds	0.00	8,513.67	7,300.00	117%
Miscellaneous oper. exp.	0.00	0.00	1,000.00	0%
Website/flyers	0.00	0.00	1,500.00	0%
Printing & Delivery Newsletter	180.20	180.20	2,400.00	8%
Postage	0.00	0.00	600.00	0%
Property Tax	34.99	234.99	500.00	47%
Strategic Planning	0.00	0.00	500.00	0%
Tax collection	222.34	222.34	2,500.00	9%
Telephone	536.88	954.36	5,200.00	18%
Training	0.00	0.00	1,200.00	0%
Travel	<u>42.83</u>	<u>42.83</u>	<u>2,000.00</u>	<u>2%</u>
Total Services	1,618.90	15,265.19	34,450.00	44%
Capital Outlay				
Waste Bin Screening & S/W	2,000.00	2,000.00	6,000.00	33%
Russell Park Sidewalk	5,540.00	5,540.00	7,500.00	74%
Laptop	0.00	0.00	2,000.00	0%
Sidewalk repairs	0.00	0.00	25,000.00	0%
Reserve for Capital Replacement	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>0%</u>
Total Capital Outlay	<u>7,540.00</u>	<u>7,540.00</u>	<u>50,500.00</u>	<u>15%</u>
Total General Government	22,324.58	46,729.59	324,768.00	14%
Parks & Recreation				
Parks/Rec. Supplies & Materials				
Flags	0.00	0.00	1,000.00	0%
Janitorial /Cleaning Supplies	18.22	18.22	250.00	7%
Food/Provisions - events	959.45	1,359.26	2,500.00	54%

Pool Supplies	8.38	8.38	3,000.00	0%
Total Parks/Rec. Supplies & Materials	986.05	1,385.86	6,750.00	21%
Parks/Rec Services				
Pool Attendant Salaries	0.00	0.00	0.00	0%
Pool management fee	0.00	10,236.00	52,430.00	20%
Pool Operations	0.00	0.00	17,500.00	0%
Comm. center maintenance	354.95	685.95	10,900.00	6%
Seasonal Decorations	0.00	0.00	14,900.00	0%
Events Services	346.44	596.44	2,400.00	25%
Water/Sewer	805.33	805.33	8,000.00	10%
Natural Gas	27.92	56.70	700.00	8%
Total Parks/Rec Services	1,534.64	12,380.42	106,830.00	12%
Maintenance of Common Areas				
Landscaping	10,833.33	21,666.33	148,550.00	15%
Park maintenance	1,818.25	2,578.69	48,425.00	5%
Pond maintenance	1,400.02	3,102.18	19,600.00	16%
Electric Maintenance	407.73	407.73	10,500.00	4%
Repairs of Common Areas	139.50	274.50	2,000.00	14%
Total Maintenance of Common Areas	14,598.83	28,029.43	229,075.00	12%
Parks/Rec Capital Outlay				
Pool Lighting	0.00	0.00	5,000.00	0%
Mathisen Square Memorial	0.00	0.00	8,000.00	0%
Benches, Tables etc.	0.00	0.00	2,000.00	0%
Total Parks/Rec Capital Outlay	0.00	0.00	15,000.00	0%
Total Parks & Recreation	17,119.52	41,795.71	357,655.00	12%
Public Services/Safety				
Electric bills	9,333.95	18,471.29	109,600.00	17%
Street Signs	0.00	0.00	7,500.00	0%
Waste Collection	15,447.82	15,447.82	191,000.00	8%
Law enforcement	0.00	44,029.00	176,116.00	25%
Total Public Services/Safety	24,781.77	77,948.11	484,216.00	16%
Total Expense	64,225.87	166,473.41	1,166,639.00	14%
Net Ordinary Income Powell Bill	4,289.62	-88,180.98	0.00	100%
Other Income				
Interest - Powell Funds	0.00	54.40	0.00	0%
Powell Bill Revenue	0.00	0.00	96,800.00	0%
Total Other Income	0.00	54.40	96,800.00	0%
Other Expense				
Street Exp. - Powell Bill	10,778.50	10,778.50	96,800.00	11%

Total Other Expense	10,778.50			
	0	10,778.50	96,800.00	11%
Net Powell Bill	10,778.50			
	0	-10,724.10	0.00	100%
Net Excess of Rev. over Exp.	6,488.88	-98,905.08	0.00	100%

STORMWATER: Cheri Clark shared that she has received quotes for five Stormwater projects that need to be addressed in the Village. Versailles Pond – Lucas Landscaping has provided a quote to reshape the bank of Versailles Pond on the Conifer Circle end of the pond next to 6419 Conifer Circle. The bank will be graded, two loads of fill dirt added to lessen the slope and 2' of rip rap at the water's edge on both sides of the pond to the outlet pipe. A planting bed with a Nellie Steven Holly, 6 grass plants and 12 Drift Roses will be added to help stabilize the bank along with 3 pallets of Bermuda Sod. Landscaping fabric will also be installed under the rip rap - \$6095. Staff is requesting a motion to approve \$6,095 for Stormwater repairs to Versailles Pond. Fabian Szarko made the motion to approve \$6,095 for Stormwater repairs to Versailles Pond. Pam Jack seconded the motion. Vote – Unanimous.

6609/6611 Creft Circle – JB Preslar Trucking Co provided a quote to excavate at the sink holes and check the pipe for cracks or faulty joints - \$2,200.

3908 Lincoln Court – JB Preslar Trucking Co. will install manhole and remove debris around the catch basin - \$300.

3805 Lincoln Court – JB Preslar Trucking Co. on Alden Pond near 3805 Lincoln Court will repair the sunken area at the headwalls and reseed the area - \$2,500.

Normandy Pond – JB Preslar Trucking Co on Normandy Pond near 7711 Conifer Circle will remove vegetation, repair the eroded area at the headwall and investigate the sink hole - \$3,500.

Staff is requesting approval of up to \$10,000 for Stormwater Repairs on Creft Circle, Lincoln Court and Normandy Pond. John Barnes made a motion to approve up to \$10,000 for Stormwater Repairs. James Record seconded the motion. Vote – Unanimous.

Mayor David Cleveland and I met with Eagle Engineering concerning the Kristofer Channel on Thursday, September 14th. The final plans should be completed within the next week and contractors will be invited to bid the project.

I have met with Holiday Keen, North Carolina Environmental Quality, Jeremy Wethington, Bonterra Builders and the Town of Indian Trail to discuss issues in the Hoover Channel. By the end of September, the Town of Indian Trail is planning a meeting of the major landowners concerning the amount of stormwater flowing from the Metrolina Ballfields and the Union Grove subdivision into the Village of Lake Park.

PARKS AND RECREATION: Mayor David Cleveland shared that the Park & Recreation Commissioners toured the Common Areas on August 19th to review pending projects for the fall.

Cardinal Construction completed the sidewalk extension and slab for the relocation of the waste bins at the Community Center. The enclosure should be completed in the next month.

During the past few months we have removed ten dead trees at various locations throughout the Village. Union Power has offered to replace these trees at no charge to the Village as replacements for trees that Union Power had previously cut down under our power lines.

P&R approved up to \$950 to elevate the tree limbs above the sidewalks along the Common Areas on Conifer Circle and Sages Avenue. We have since received a quote from Kiker Tree Service for \$800 to do this work.

Fabian Szarko shared that Brandon Vaughn from Carolina Pool Management gave a presentation to the Park & Recreation Commission in August regarding pool maintenance items that need to be taken care of during the off season. These include new pumps and valves and other miscellaneous items. P&R would like to request approval for \$12,500 to fund these items. These items were included in the 2017/2018 budget and will be funded out of Pool Operations. Fabian Szarko made the motion to approve \$12,500 for pool renovations. John Barnes seconded the motion. Vote – Unanimous.

The annual Chili Cook-Off will be held on Saturday, November 11th from 6:00 PM to 8:00 PM at the Community Center. A flier will be included in this month's newsletter.

ECONOMIC DEVELOPMENT: Sandy Coughlin shared that the EDC Network Breakfast is September 19th at 8 am and encouraged Council participation in the event.

The welcome totes are making a nice impression on new residents in Lake Park. To date a dozen totes have been handed out.

FAITH CHURCH ROAD: James Record shared that the crosswalk pavers on Faith Church Road should be removed and the area asphalted by NCDOT by the end of the month.

PUBLIC SERVICES (Street, Waste Collection & Lighting): James Record shared that Precision Sidewalk will be addressing the severest sidewalk trip hazards in the Village over the next week. Cardinal Construction has been contacted concerning the replacement of several sidewalk panels in front of 3603 Alden Street. The restriping of crosswalks, parking spaces and speed bumps is scheduled. James Record is also working on getting a bid to seal the cracks in the roads which he hopes to have by the next meeting.

The HOA has requested the following road closures for the Fall Festival on October 14th from 6:00 am to 6:00 pm - Meeting Street between Creft and Creft; Creft Circle between Lake Park Road and Meeting Street on both sides; and both sides of Lake Park Road between Creft and

Creft around the clock tower. Sandy Coughlin made the motion to approve the road closures. James Record seconded the motion. Vote – Unanimous. The Fall Festival is 10 am to 5 pm.

Pam Jack shared that if a resident is experiencing a waste collection issue, please contact the Village at 704-882-8657.

CLOSED SESSION: GENERAL STATUTE 143-318.11 – James Record made the motion to go into closed session pursuant of GS143-318.11. Sandy Coughlin seconded the motion. Vote – Unanimous.

Mayor David Cleveland called the Regular Session Council meeting to order and stated that no action was taken in Closed Session.

COMMUNICATION: The deadline for articles and information for the September newsletter is Friday, September 15 at 5 p.m. Topics to be included: Sages, Alzheimer's Proclamation, Chamber folding chairs for sale, Chili Cook-off, E-notify, Fall Festival, Street , Garden Club, Bridge Club and Waste Collection.

COUNCIL COMMENTS: James Record thanked Council for all the individual work they do for the Village.

Sandy Coughlin shared that she has received a sample of the Mathisen plaque for Mathisen Square. Mayor David Cleveland asked her to please plan to attend the September P&R meeting to discuss the plaque.

ADJOURN: Fabian Szarko made the motion to adjourn. Pam Jack seconded the motion. Vote – Unanimous.

Respectfully submitted,


Mayor David Cleveland


Village Administrator, Cheri Clark

